

MINUTE RECORD

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH/OFFICE OF DRUG CONTROL POLICY STRATEGIC PREVENTION FRAMEWORK/STATE INCENTIVE GRANT (SPF/SIG)	
WORKGROUP NAME:	Coalition Workgroup (CW)
DATE:	September 24, 2008
TIME:	2:30 – 3:30 p.m.
LOCATION:	Conference Call #404-443-6397; Access Code 3319646#
CHAIRPERSON	Ann Comiskey
RECORDER	Carolyn Foxall

INTENDED MEETING OUTCOME

1. Aggregation & Analysis of CW Survey responses
2. CW role with Life of an Athlete (LOA), John Underwood
3. Michigan Profile for Healthy Youth (MiPHY) Update
4. SPF/SIG Coalition List Serv

SUMMARY OF KEY POINTS

Welcome and Introductions were facilitated by Chairperson, Ann Comiskey.

1. Minutes of the June 25, 2008 meeting were unanimously approved.
2. **Life of an Athlete (LOA):**
 - Comiskey reported that John Underwood, American Athletic Institute founder, presented his program in Troy. She noted that the audience consisted of approximately 60% school coaches and athletes. A barrier to statewide implementation seems to be endorsement by the Michigan High School Athletic Association (MHSAA).
 - Tine Laux is researching the evidence-based status of AAI.
 - There is a lack of clarity from the state on what they want the CW's role to be with this initiative.
3. **Comiskey has compiled CW Questionnaire responses into a report** for ODCP feedback. Post survey activities were summarized as follows:
 - The Troy Police prepared a GIS map plotting all areas where coalitions have submitted surveys. (There were 71 replies.) The GIS was displayed at the conference along with a banner designating a Strategic Planning Framework booth.
 - Seven (7) responses were completed at the Michigan Statewide Prevention Conference in September. Sara Lurie will add their input to the report summary. Copies of the responses will be sent to the SAC to allow them to make priority recommendations to ODCP.
 - CAs will be asked to follow-up with persons who are not on the map.

The CUAD is conducting a similar inquiry and would like to determine: 1) Childhood and underage drinking (CUAD) priorities; 2) Intervening variable efforts; 3) “Do current strategies promote change on an individual or population basis?” Comiskey noted that 84% of the surveys reported working on CUAD concerns. Other issues were narrative responses and harder to compile. Due to the mutual interest, the CW will collaborate with the CUAD by re-sending the additional questions to those who have responded. Tine Laux will submit the questions to Foxall who will forward them to Lurie for incorporation into the Zoomerang link.

By consensus, it was determined that another survey will be sent in six months to keep abreast of coalition activities and needs. (April 2009)

4. **Michigan Profile for Healthy Youth (MiPHY)** – In addition to Ann Comiskey and three CW members

attended the September meeting; Goldie Wood, Kelsey Winston and John Kroneck. The following key issues were reported:

- Role of MiPHY Marketing Workgroup is to market MiPHY in order to increase school district participation.
- A MSU marketing intern will be invited to be part of future meetings. Currently a brochure that gives testimonials is being developed.
- Some questions were raised regarding the age of onset. Specifically, it was not reported the way Drug Free Communities (DFC) needed it. The Michigan Department of Education (MDE) has corrected the problem and is reporting it both the original way and the way DFC requires. This year there will be an additional page for the new data, but for future cycles the data will be incorporated into the reports.
- Some data regarding age groups has been uploaded and transmitted to stakeholders by Byron Doty.
- There will be a conference on October 6, 2008, regarding how to bridge data sponsored by the Eaton County ISD. Information can be obtained at www.eaton.k12.us/training
- The next MiPHY meeting will be on October 9, 2008.

5. **Coalition List Serv** – Jamie Nixon, was present to explain List Serv options available to coalitions. To guide her research the following discussion ensued:

- Will List Serv be used for one point person to send messages on behalf of the group or does everyone in the group want all addresses to use it as a conversational device? (Answer: All)
- Multiple coalitions need to have access.
- CW will act as a resource and mentor other groups.
- Jamie noted that if all participants are on the same server, it can be logistically more difficult for individuals to initiate a topic.
- The Office of National Drug Control Policy could serve as a model that permit participants to respond to one person or to all

Jamie will explore options and report back to the CW at the next meeting which will be a **face-to-face on October 17, 2008, at 8:30 a.m.** preceding the SAC Learning Community. (8:30 registration – Meeting from 9:00 to 10:00 a.m.)

ACTION			
ACTION ITEM	RESPONSIBLE	DEADLINE	PROGRESS AND FOLLOW-UP ACTIONS
Minutes Typed	Foxall	10/08/08	October 8, 2008
AAI Guidance	Foxall	10/17/08	Foxall will consult with Felix Sharpe and Larry Scott on October 14, 2008
ODCP Response to CW survey report.	Foxall	10/17/08	Foxall will consult with Felix Sharpe and Larry Scott on October 14, 2008 regarding ODCP feedback.
Thank you letter to Troy Police Dept. for GIS Map	Foxall	10/10/08	See attached DRAFT
Coalition List Serv follow-up	Foxall/Nixon	10/17/08	See attached preliminary report recommendations. Come prepared to discuss at the October 17 th meeting.
Research marketing possibilities	Foxall	9/10/08	State Communications and Natl. Ad Council – Unfinished business. Foxall will consult with Scott and Sharpe at October 14 th internal meeting.

WORKGROUP OVERLAP			
<p>■ PLEASE LIST ANY ACTION ITEM, KEY POINT, OR MEETING OUTCOME (FROM ABOVE TABLES) THAT WILL EFFECT ANY OTHER WORKGROUP OR CLUSTER.</p> <p>■ LIST ANY DECISION, INFORMATION, POSITION, ETC., THAT YOU NEED FROM OTHER WORKGROUPS OR CLUSTERS.</p> <p>■ RECORD OVERLAP AMONG WORKGROUPS EVEN IF THE WORKGROUPS ARE IN THE SAME CLUSTER.</p>			
OVERLAPPING GROUPS	OVERLAPPING ISSUE	COMMUNICATION STRATEGY AND OTHER ACTIONS TAKEN TO RESOLVE OVERLAP	
SEW MDE MiPHY Workgroup	Survey Content Greater School District Involvement	Core Group will continue to attend MiPHY Marketing Workgroup meetings	
RESEARCH & TECHNICAL ASSISTANCE REQUESTS			
<p>■ PLEASE LIST EVERY REQUEST FOR RESEARCH, TRAINING, OR TECHNICAL ASSISTANCE HERE. PLEASE ALSO RECORD ALL ACTIONS TAKEN TO MEET THIS REQUEST. FOR EXAMPLE, YOUR REQUEST FOR RESEARCH MAY BE "NEED RESEARCH ON THE USE OF RISK ASSESSMENTS AT DHS." THE ACTION ITEM WOULD BE "GATHERING RESEARCH ON RISK ASSESSMENT FROM DHS." ANOTHER ACTION ITEMS MAY BE "JIM NYE GAVE A PRESENTATION ON THE RISK ASSESSMENTS USED BY DHS."</p> <p>■ NOTE THE REQUEST FOR RESEARCH IN THE "REQUEST FIELD." NOTE WHO YOU ARE CONTACTING TO MEET THIS NEED IN THE "TO WHOM" FIELD. NOTE ANY FOLLOW UP ACTION TAKEN IN THE "ACTION TAKEN" FIELD.</p> <p>Please be very clear about what is needed and what was done to meet that need.</p>			
REQUEST	TO WHOM	ACTION TAKEN	
State Communication Dept & Nat'l Ad Council	TBD	NOTED UNFINISHED ITEM TO BE ADDRESSED BY FOXALL/ODCP ON 10/14/08	
NEXT MEETING			
DATE:	SEPTEMBER 24, 2008		
TIME:	2:30 – 3:30 P.M.		
LOCATION:	Conference Call #404-443-6397; Access Code 3319646#		
ANY ADDITIONAL COMMENTS?			
NONE			
ATTENDANCE			
PLEASE LIST EVERY MEMBER FOR EVERY MEETING REGARDLESS OF ATTENDANCE. PLEASE PUT "YES" IF THE PERSON ATTENDED THE MEETING AND "NO" IF THE PERSON WAS ABSENT. LIST EACH GUEST THAT ATTENDED THE MEETING.			
MEMBERS' AND GUESTS' NAMES	ORGANIZATION	WORKGROUP AFFILIATION	HERE? Yes/No
COMISKEY, ANN	TROY	CW CHAIRPERSON	YES
FOXALL, CAROLYN	MDCH – ODCP	STAFF LIAISON	YES
HORSFALL, SUZANNE	SUBSTANCE ABUSE COUNCIL SERVING CALHOUN COUNTY	VICE CHAIRPERSON	YES
KINDT, ANDY	ST CLAIR COUNTY HEALTH DEPARTMENT	INTERIM MEMBER (Will assign a coalition leader after Implementation approval)	YES
KRONECK, JOHN	LGWPS MONTCALM COUNTY	MEMBER	NO
LAMPAR, KEN	MACOMB COUNTY PREVENTION COALITION	MEMBER	YES
LAUX, TINE	MDCH – ODCP	ALTERNATE	YES

LURIE, SARA	ISAP INGHAM COUNTY/EATON ISD	MEMBER	YES
DAVENPORT, CHERYL	TROY COMMUNITY COALITION	MEMBER	No
MCANDREW, E.J.	VAN BUREN/CASS DISTRICT HEALTH DEPT.	MEMBER	No
REESE, DONNIS	ALLIANCE OF COALITIONS FOR HEALTHY COMMUNITIES (ACHC)	MEMBER	YES
SCOTT, LARRY	ODCP- PREVENTION SECTION, MANAGER	ODCP STAFF	No
SHARPE, FELIX	ODCP- PREVENTION SECTION, DIRECTOR	ODCP STAFF	No
TURK-WHITE, DOREEN	EMPOWERMENT ZONE COALITION, INC., DETROIT	MEMBER	YES (?)
WOOD, GOLDIE	BAY COUNTY PREVENTION NETWORK AT THE NEIGHBORHOOD RESOURCE CENTER	MEMBER	YES
ZIMMERMAN-OSTER, KATHLEEN	TEST, INC., FRASER	MEMBER	YES
WINSTON, KELSEY	UNITED WAY OF JACKSON COUNTY; JACKSON COUNTY PREVENTION COALITION	MEMBER	No
STONEBURNER, BRENDA	MDCH-ODCP	GUEST	YES
DOTY, BYRON	MDE	GUEST	No
KOVALCHICK, KIM	MDE	GUEST	No